

Minutes of CHCF-B Administrative Committee (AC) Meeting
August 29, 2019 at 11:00 am

Venue

California Public Utilities Commission
505 Van Ness Ave., Room 3204
San Francisco, CA 94102

Attendees

Primary Members

Patrick Hoglund, CPUC – Public Advocates Office
Michael Foreman, AT&T (via telephone)
Brenda Clark, AT&T
Charlie Born, Frontier Communications
Amy Warshauer, Frontier Communications (via telephone)

Liaisons

Michelle Morales, CPUC – Fiscal Office

Others

Risa Hernandez, CPUC – Communications Division
Felix Robles, CPUC – Communications Division
Danny Tse, CPUC – Communications Division
Lalaine Semana, CPUC – Fiscal Office
Sindy Yun, CPUC – Legal Division
Shirley Alvarado – Intern for Brenda Clark

1. Introductions

Prior to the introductions, there was a short discussion on legal requirements for primary and alternate positions for the Committee.

2. Announcements

No announcements.

3. Public Comments – None

4. Review and Approval of Minutes

No change was made to the July 11th, 2019 meeting minutes. Patrick Hoglund made a motion to approve and adopt the meeting minutes. Charlie Born seconded the motion to approve and adopt the July 11th minutes.

5. Liaison Staff Reports

a. Fiscal Report

Michelle noted that there were not many changes in the Fiscal Report. Charlie Born had question regarding the information in the Fiscal Report vs. Annual Report. Brenda Clark had questions on loans and how interest was being generated. Felix Robles had question on outstanding loans, with Michelle providing clarification on the number of loans involved. Charlie Born asked whether an annual breakdown by recipient on CHCF-B claims can be provided; Michelle will provide such information in future reports.

b. Legal Report

Discussion on formalizing legal requirements for primary and alternate positions for the Committee. Cindy Yun described nomination process that involves the submission of a resumé to the Executive Director of the Commission. The Administrative Committee will submit the nomination, along with the resumé, to the Executive Director. Felix Robles will prepare the letter of nomination.

c. Communications Division

Felix Robles informed the Committee on the departure of Tom Laxton in September and that Danny Tse will be his replacement for the near future.

6. Other Administration Matters

a. Patrick Hogle reviewed and discussed the 18-19 Annual Report, including the inclusion of all of the name of the Committee members. Charlie Born asked if the CHCF-B presentation made by Mike Amato to the Commissioners last year (May 31) was mentioned in the 17-18 CHCF-B annual report that we issued on 3/1/2019. Felix Robles confirmed later that there was no mention of such presentation. Charlie Born made a motion to approve and adopt the Annual Report; Brenda Clark seconded the motion.

7. New agenda items for next meetings

a. No new legislation pending.

8. Date and Time for the next meeting:

a. The next meeting will be held on Thursday, November 21, 2019 from 11:00 am to 12:00 pm;

b. The meeting was adjourned at 11:38 am.